



1 **West Los Angeles College**
 2 Meeting of the Academic Senate
 3 Draft Minutes April 14, 2015
 4 **SSB 414**

5
 6 **Present:** President, Foster, Adrienne; Vice President, Bailey-Hofmann; Secretary, Norris, Clare;
 7 Cordova, Luis, Treasurer; Senator at Large, Leonard, Fran; Language Arts, Manner, Kimberly; Blustein,
 8 Bonnie; Social and Behavioral Sciences, Barragan, Norma; Health/PE, Hager, Rob; Adjunct Faculty
 9 Senator, Winter, Anne; Library, Lin, Ken; Senator-At-Large, Kelley, Katy; Senator-At-Large, Taylor,
 10 Alice; Adjunct Faculty Senate Representative, Porter, Arnita; Computer Science, Chiang, Anna; Allied
 11 Health, Dones, Carmen; Senator-At-Large, Witucki, Jane; Humanities & Fine Arts, Sweeney, Joyce;
 12 Counseling, Jones-Jamison, Tamara; Science, Bahta, Abraha; Senator-At-Large, Samilton, Jawell
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14 **Absent:** Business, Jacobson, Nikki; Senator-at-Large, Kelley, Katy; Senator-at-Large, Hunter, Casey,
 15 Aviation, Travel, and Hospitality, Moy, Jack; District Senator, Young, Helen;
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17 **Guests:** Apigo, Mary-Jo, Dean, Teaching and Learning; Hooper, Ricardo, Athletic Director; Robertson,
 18 Mat, Math Chair; Braxton, Phyllis, Student Services; Peterson, Laura, Film Production Faculty
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20 **Meeting Called to Order at 12:59pm**
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22 **I. ORGANIZATIONAL ITEMS**

- 23 a. Confirmation of the agenda
 - 24 1. The Science Division report will start after approval of minutes to be followed by the
 - 25 Math division’s report.
 - 26 2. The agenda has been confirmed as amended **MSP**
- 27 b. Confirmation of the March 24, 2015 minutes.
 - 28 1. C. Norris shared the changes she made to the minutes based on email feedback she
 - 29 received.
 - 30 Minutes accepted as amended. **MSP**

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 32 **II. SCIENCE DIVISION REPORT (Bahta)**

- 33 a. Abe Bahta, chair of the Science division, offered a PowerPoint Presentation. The
- 34 presentation listed the programs and courses offered in the division. He also described the STEM
- 35 program and its connection to closing equity gaps. The presentation included photos of all full
- 36 time faculty members.
- 37 b. A question was asked about the learning gaps the division has found among students and
- 38 what are they implementing to close those gaps.
- 39 c. A. Bahta responded by talking about faculty mentorship that happens in the science division.

40 **III. MATH DIVISION REPORT (Robertson)**

- 41 a. Matt Robertson shared a PowerPoint presentation on Math 227, Statistics, SLO assessment
- 42 and successful course completion.
- 43 b. A discussion ensued about the definition of “successful course completion.” A math
- 44 instructor pointed out the value of including completion data of students who may take a course
- 45 more than once but complete the course successfully.
- 46 c. A question was asked about how many of the students who were assessed placed below 227.
- 47 M. Robertson responded that he had did not have that data.
- 48 d. A question was asked about why younger students do better and how can the college
- 49 capitalize on that success. One theory offered was that the younger students who succeed in
- 50 Math 227 are college ready and are less likely to have distractions like families and work.

1 e. M. Robertson reported on ways the division faculty members are working to reduce equity
2 gaps including using an older more affordable edition of the textbook and offering students no-
3 cost access to the necessary calculator.

4 f. He offered an example of an SLO assessment he conducted using a hypothesis test.

5 g. Discussion ensued about SLO attainment and consistency in teaching among Math 227
6 instructors. In response, a question was asked about how West’s math tutors can be effective if
7 instructors’ approaches to teaching are so different. A recommendation was made to include
8 tutors in professional development activities offered to math faculty members.

9 h. M. Robertson also presented on his experience with using Reading Apprenticeship and Math
10 227 for the first time.

11 **II. ADMINISTRATION REPORT (Braxton)**

12 a. Vice President Braxton shared the Institutional Effectiveness report that R. Tillberg prepared
13 for the Board of Trustees for presentation at the upcoming Institutional Effectiveness Committee
14 on Wednesday, April 29, 2015.

15 b. One finding of concern is that compared to other colleges, the number of eligible students
16 receiving Pell Grants is lowest amongst all of the colleges in the district. In a recent meeting with
17 the financial aid staff about this issue, the financial aid director indicated to P. Braxton that one
18 possible reason for the low number of eligible students receiving a Pell Grant was that many West
19 students have full financial aid packages at other neighboring colleges like SMC, El Camino, or
20 even UCLA.

21 c. She showed the Senators the success data, and a question was asked about whether success
22 rates are calculated based on students’ actual goals. P. Braxton responded that our researchers are
23 drilling down more deeply now to consider those types of questions.

24 d. A question was asked about West’s average class size. It is higher than it used to be, but is
25 still lower than the district average. The wording of the section of the report was confusing to
26 some, and it was recommended that this section of the report needed to be clarified.

27 e. A question was asked about the ACT program. It is a daytime program modeled after the
28 PACE program to build up full time enrollment. It will offer focus on majors in high demand for
29 transfer.

30 f. Senators will get a chance to spend time reading the report and get another chance to ask
31 questions at the next meeting.

32
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34 **III. PUBLIC SPEAKERS:** Speakers may speak no more than 2 minutes per speaker on any agenda item
35 not yet discussed. (NONE)

36 37 **IV. ASO Report (McCracken) No Report**

38 39 **V. OFFICERS’ REPORTS**

40 a. Adrienne Foster – President

41 1. The State Academic Senate is looking at dual enrollment with high school students. A
42 state task force is being formed to consider this issue.

43 2. The state senate is considering alternative courses for math competency. They are
44 looking to include colleges already implementing innovations like Statway. The ASCCC
45 passed a resolution for math competency.

46 3. New disciplines were approved: African-American studies, LD Specialist, DSPS
47 Counselor. The DSPS Director discipline was not approved because the position fits
48 better as management than faculty.

49 4. Another resolution was passed in support of local senates’ consultation on SLOs.

50 5. New State Academic Senate officers are being elected.

51 6. A. Foster recommended that West faculty members participate in statewide committees
52 make their voices heard.

- 1 b. Holly Bailey-Hofmann – Vice President (No report)
- 2 c. Luis Cordova – Treasurer
- 3 1. Thirty-one faculty members paid dues in March. We have raised \$465 in Spring 2015.
- 4 2. There is still \$1,335 in the old account.
- 5 3. A. Foster asked about sending flowers to Josefina Culton’s husband’s memorial, and
- 6 faculty members noted that she has requested that donations be made in lieu of flowers.
- 7 d. Clare Norris – Secretary (No Report)
- 8
- 9

10 VI. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

- 11 1. Division Reorganization
- 12 a. President Abu Ghazaleh has submitted a final draft of his plan for division
- 13 reorganization. A. Foster read the reorganization plan aloud.
- 14 b. Clarification was requested about the formatting.
- 15 c. A question was asked about a Senate-submitted template.
- 16 d. Concern was raised about the divisional reorganization that the Senate could have
- 17 made a more complete recommendation to the president so that he would have been
- 18 compelled to offer more of an explanation for his decisions.
- 19 2. SLO Committee (Cordova)
- 20 a. SLO assessment videos have been made and released.
- 21 b. Twenty-three faculty members attended the last SLO Summit.
- 22 c. The next SLO Summit is schedule for April 24th.
- 23 d. An SLO Symposium coming up in May. It will focus on learning and inquiry.
- 24 e. He recommends that faculty members prepare for end-of-semester assessments. We
- 25 also should see the SLO assessment process as an opportunity to document strengths
- 26 and weaknesses of our interventions. He listed interventions being implemented at
- 27 West that could be included in the assessment process. It’s also an opportunity to
- 28 share what we are doing.
- 29 f. He expressed appreciation for everyone who has been involved with assessment.
- 30 g. He reported that 64% of Fall 2014 courses have been assessed, 88% of Spring 2014
- 31 courses have been assessed, 95% of Fall 2013 courses have been assessed.
- 32 3. Educational Policies and Standards (Bailey-Hofmann)
- 33 a. A. Foster recommended that faculty members concerned about the divisional
- 34 reorganization serve on the Educational Policies and Standards Committee.
- 35 b. The Committee is continuing with the Travel and Hospitality Program Viability
- 36 Study. They have been engaging in robust discussion including email feedback on
- 37 the data.
- 38 c. The Committee will meet for the rest of the semester just for the viability study.
- 39 d. The Committee will reconvene regular meetings in the fall semester
- 40 e. The committee meets on the second and fourth Wednesdays at 3:00
- 41 4. Self Evaluation (Taylor)
- 42 a. A. Taylor showed a timeline for the planned self-evaluation progress in the Fall 2015
- 43 semester.
- 44 b. The Board of Trustees has requested the draft of the self-evaluation six weeks in
- 45 advance of the December 2 meeting.
- 46 c. The draft should be complete by Flex Day to discuss.
- 47 d. We are focusing now on the June 8 deadline that gives us the chance to gather
- 48 evidence to prove that we meet the standards.
- 49 e. A. Taylor distributed a sample of the Evidence/Claim table she developed for each
- 50 standard.
- 51 f. She offered examples of types of evidence we can use to support our claims like
- 52 minutes, handbooks, reports, emails, event flyers, job announcements, etc.

- 1 g. The Cluster Workgroups met Monday, April 13 to review and refine the evidence
2 and the claims.
3 h. A. Taylor identified the library and student services standards as being still skimpy.
4 i. The Workgroups will meet again on May 11 and June 8.
5 j. One senator asked for more specific examples of evidence that might be included in
6 the document.
7 5. Student Success (Norris)
8 a. C. Norris reported that the Instructional Support workgroup has been meeting. The
9 library, learning skills, learning center, and English and Math disciplines have been
10 represented at the meetings. The group will settle on recommendations at our
11 meeting this week. One recommendation the group is considering is to move this
12 into the Program Viability Study.
13
14 6. Facilities (Witucki)
15 a. J. Witucki distributed a handout listing the three options for West's revised facilities
16 plan.
17 b. J. Witucki identified Option 3 as the best option in her opinion. Supports the growth
18 of high-demand programs.
19 c. They're being told additional funds will likely become available in the next five
20 years.
21 d. **MOTION: ACTION:** The Senate endorses Option 3. **MSP**
22 e. One senator expressed concern that she would like to bring it to her division, but she
23 was told that the Facilities Committee will act without the Senate's endorsement if
24 necessary.
25 f. Concerns were raised about accessible restrooms and elevators. The District has an
26 ADA budget that will cover those changes no matter what happens.
27

28 **VII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS**

- 29 a. Classroom management techniques
30 b. Scholarship Reception May 30
31 c. Commencement June 9, 2015
32 d. The May 7-28 West Fest web site is up. The Fest will include art presentations and the
33 annual Student Poster Showcase. A. Porter asked faculty members to fill out applications
34 and encourage their students to participate.
35 e.

36 **ADJOURNMENT – 2:48pm**

37 **Next meeting: April 28**

38 **Respectfully submitted, Clare Norris**